

## Completing a Monthly Food Survey – FDPIR

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When a monthly food survey is available for completion, the user will get a notice in the Work Queue.

### List Food Surveys

October 2012 - Food Dist. on Reservations (FDPIR)

Site	Survey Status	Closes	No.	Action
Standing Rock Warehouse	Not Started	10/15/2012	806	<a href="#">Start</a>   <a href="#">Decline</a>

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The user will see all surveys available for completion. Click on "Start" to begin the survey or "Decline" to decline the survey.

#### *Food Surveys have three different statuses:*

Not Started - the survey has not yet been started by the user

Start - the user has started the food survey but has not submitted it

Submitted - the user has submitted the food survey

### Edit Food Survey

**Site:** Standing Rock Warehouse

**Survey Number:** 806

**Delivery:** October 18, 2012

**Program:** Food Dist. on Reservations (FDPIR)

**Note:**

#### Food

Enter the number of cases you would like for each food item.

Description	Type	Quantity Per Case	USDA Value Per Case	No. of Cases	Annual Survey For October	Total Ordered To Date
<a href="#">Apple Juice</a>	Brown Box	8 64 fl. oz. Bottles	\$13.44	<input type="text"/>		0
<a href="#">Beans Black Canned</a>	Brown Box	24 #300 Cans	\$10.61	<input type="text"/>		0
<a href="#">Beans Green Canned</a>	Brown Box	24 #300 Cans	\$11.88	<input type="text"/>		0

[Cancel](#)

[Decline](#)

[Finish Later](#)

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[Continue](#)

Enter the quantities for each item desired and click "Continue". User may also decline the survey from this screen by clicking on "Decline" or finish the survey at a later date by clicking on "Finish Later".

### Submit Food Survey for Standing Rock Warehouse

The following food survey is about to be submitted.

All requested quantities are subject to change.

Food	Cases Indicated
Apple Juice	10
Beans Black Canned	10
Beans Green Canned	10
<b>Total:</b>	<b>30</b>

[Cancel](#)[Edit Survey](#)[Printer Friendly](#)[Submit To DPI](#)

Review the information before clicking "Submit to DPI". The user may also edit the survey by "Clicking on "Edit Survey" and return to the previous screen to make any necessary changes.

Food survey has been submitted.

### List Food Surveys

October 2012 - Food Dist. on Reservations (FDPIR)

Site	Survey Status	Closes	No.	Action
Standing Rock Warehouse	Submitted	10/15/2012	806	<a href="#">Edit</a>   <a href="#">Decline</a>

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The system will display a confirmation that the survey has been submitted. Once the food survey is closed, it will become a customer order.